



Introduction

Established in 1892, the Savoy Conference Centre and Savoy Hotel are centrally situated in the heart of Kimberley, approximately 50m from the Town Hall. The conference rooms and facilities are unique in their variety, quality and charm. Dedicated & experienced banqueting coordinators specifically handle all events, conferences & functions.

The upmarket **Tiffany's Restaurant** and the old style **Tiffany's Bar** cater for all your dining and entertainment requirements.

Conference Venues

Clients have a choice of 14 venues to suit every occasion. The most popular venue is the Diamond Room with a capacity up to 180 pax banqueting style. We offer a courtyard for outside catering & summer events.

Hotel

The Conference Centre is adjacent to the Savoy Hotel that offers 45 spacious bedrooms and suites that can accommodate up to 119 guests. All rooms are equipped with air-conditioners, TV, Radio, tea & coffee facilities and en suite bathroom with either bath and/ or shower. Free parking is available.

Savoy Hotels

The Savoy Conference Centre is associated with Savoy Hotels, a South African hotel group focusing on the African continent with properties in South Africa, Sierra Leone & Zanzibar/ Tanzania.

Equipment

We will gladly assist and advise you on hiring of equipment you may require.

Venue description

No	Venue Name	Seating Style					Venue Hire	
		Board Room	School Room	Cinema	U-Shape	Banquet	½ Day	Full Day
1	Diamond Room (230m ²)	150	200	250	120	180	2 000	3 500
2	Jasper Room (40m ²)	15	20	25	20	20	600	1 000
3	Topaz Room (50m ²)	15	20	25	20	20	600	1 000
4	Garnet Room (100m ²)	40	60	70	50	40	1 500	2 500
5	Galeshewe Room (140m ²)	100	150	120	100	100	1 500	2 500
6	Tiffany Lounge (70m ²)	30	40	60	30	30	1 200	2 000
7	Ruby Room (70m ²)	30	100	100	50	70	1 200	2 000
8	The Big Hall (90m ²)	60	80	120	80	90	1 500	2 500
9	Sapphire Room (50m ²)	40	60	100	40	60	600	1 000
10	Cullinan Room (30m ²)	20	15	40	-	20	600	1 000
11	De Beers Room (30m ²)	20	20	40	15	20	600	1 000
12	Savoy Boardroom (25m ²)	8	-	-	-	-	600	1 000
13	Tiffany Restaurant	-	-	-	-	50	1200	2 000
14	Open Air Courtyard	-	-	150	-	80	600	1 000

Floor plans are available on request.

Conference Packages

Package	Half Day	Full Day	Full Day including accommodation (sharing)	Full Day including accommodation (Single Room)
Venue hire	✓	✓	✓	✓
Flipchart with pen	✓	✓	✓	✓
Pen and paper for each delegate	✓	✓	✓	✓
Jugs of water	✓	✓	✓	✓
Coffee/ tea break with biscuits	✓	✓	✓	✓
Lunch	✓	✓	✓	✓
Afternoon coffee/ tea break		✓	✓	✓
Room, incl. breakfast			✓	✓
Rate per Person until 31/10/12	149.00	169.00	659.00	759.00
Rate (01/11/12 – 31/10/13)	169.00	189.00	699.00	810.00

Rates exclude VAT (14%).

For special requests or amendments, please contact our dedicated conference team at 053-832 6211/ 053 832 6214 or conference@savoyhotels.co.za.

Additional services & facilities on request at additional charge:

- Bottled Mineral Water, 500ml R 10.00
- Soft Drinks, 340ml R 10.00
- Jug of Juice, 2l R 25.00
- Arrival Tea/ Coffee with biscuits R 25.00 per person
- Additional Items Rates on request
(e.g. technical equipment, Shuttle service and other requirements)

Evening Events & Function

Finger Food Platters (serves 4 people)	R 119.00
Conference Dinner, 3 course	R 129.00
South African Braai (two meats)	R 150.00
Gala Dinner	R 180.00

**Note: Rates are per person. Rates excluding VAT.
All meal rates exclude beverages**

Location Conference Centre: next to Savoy Hotel

18 De Beers Road, Kimberley CBD
(approx. 50m from Town Hall).
Within walking distance of most historical landmarks.

GPS: -28.731539,24.765587

Terms & Conditions

Rates are quoted in South African Rand (ZAR) and exclude VAT (14%). Accommodation Rates exclude 1% Tourism Levy. Rates are subject to change.

Deposit/ Payment

Provisional bookings will be held for 5 working days and then automatically released. A deposit of 50% will secure the venue. Balance due 7 days prior to the function date.

Final Details/ Rooming lists

Not less than 14 days prior to arrival, the client shall provide the Conference Centre with details of special requirements & approximate numbers for function.

The client shall provide Savoy with final numbers, agenda, rooming list & special requirements two days before arrival.

All reservations and amendments must be conveyed in writing.

The client shall be liable for any damages to Savoy Conference Centre or Savoy Hotel caused by its participants.

Rates exclude agents commission.

